

# LOUISIANA TECH UNIVERSITY



## INVITATION TO BID ONLY

BIDDER MUST FILL IN COMPANY NAME AND COMPLETE ADDRESS (PRINTED OR TYPED)

PHONE:

FAX:

EMAIL:

**FAILURE TO SIGN WILL DISQUALIFY BID**

BID SUBMISSION DEADLINE:

December 10, 2020 @ 2:00PM

BID NUMBER:

50012-481-21

DEPARTMENT

Education

**PRICE MUST BE FIRM FOR AT LEAST 30 DAYS FROM OPENING DATE**

DELIVERY IN  DAYS

TERMS

**BIDDER AGREES TO COMPLY WITH ALL CONDITIONS BELOW AND ATTACHED TO THIS REQUEST.**

Prices are to be complete and the FOB point to be Louisiana Tech University unless otherwise specified.

RETURN THIS FORM TO:

**PURCHASING OFFICE**  
P.O. Box 3157  
208 Keeny Circle, Rm. 408  
Ruston, LA 71272

Phone: 318-257-4205  
Fax: 318-257-3772

Company Quote #  
if applicable

Typed or Printed Name

Authorized Signature/Title

ITEM:	COMPLETE SPECIFICATIONS	QTY. & UNIT:	UNIT PRICE:	AMOUNT:
1	<p>Louisiana Tech University's Education Department is now accepting SEALED bids for the following:</p> <p>Provide course content resources including content, digital lessons, collaboration tools, and other learning resources to facilitate and augment University offerings including credit courses, non-credit courses, and STEM courses and professional development.</p> <p><b>**Please See Attached Bid Specifications**</b></p> <p><b>COVID-19 PURCHASING UPDATES:</b> Under the State of Louisiana law, no public bid openings will be allowed until further notice. This bid will be opened by the Louisiana Tech University Purchasing Officers.</p> <p><b>ALL BIDS MUST BE RETURNED TO THE LOUISIANA TECH PURCHASING OFFICE VIA MAIL. DO NOT FAX OR EMAIL.</b></p> <p>For questions or more information, please call Dr. Don Schillinger at (318) 257-3712 or dschill@cloud.latech.edu.</p>			

**IMPORTANT:** If bidding other than requested brand and product number (or style), enclose sufficient literature to determine compliance with specifications. Failure to comply with this request may eliminate your bid from consideration. Any manufacturer's names, trade names, brand names, or catalog numbers used in the specifications are for the purpose of describing and establishing general quality levels. Such references or not intended to be restrictive. Bids will be considered for any brand which meets or exceeds the quality of the specifications listed for any item.

Louisiana Tech University is accredited by the Southern Association of Colleges and Schools Commission on Colleges to award associate, baccalaureate, master's, and doctoral degrees. And, among other organizations, is a member of the American Association of Colleges for Teacher Education.

Louisiana Tech has determined the need to contract for course content resources for courses designed to provide training and essential professional development to instructional faculty and staff by Louisiana Tech University. Course content shall be solutions, content, digital lessons, collaboration tools, and other learning resources to facilitate and augment University offerings including professional development, credit course, STEM courses and professional development.

Louisiana Tech University is seeking a partner that will provide existing graduate course modules that Louisiana Tech University faculty will utilize in delivery of graduate courses, professional development and non-credit bearing extension courses. Course delivery may include face-to-face, fully online, or hybrid. The term of this contract is for the Summer, Fall, Winter and Spring Quarters of Louisiana Tech University. Term of contract will be June 1, 2020 through May 31, 2022. Upon mutual agreement, the term of this contract can be extended twice for one-year renewals.

Course modules will be used in the delivery of courses in graduate education and certificates offered by Louisiana Tech University. Courses offered by Louisiana Tech University will be described in the Louisiana Tech University catalog and will be reviewed and approved by all course review committees of the University. All material must meet requirements of accrediting agencies, the University of Louisiana System and the Louisiana Board of Regents. Course credit shall be issued solely by Louisiana Tech University.

Partner will provide full access and license to utilize existing modules specifically designed for STEM or other technology based education. Partner will license modules to Louisiana Tech University but will maintain ownership of all Intellectual Property contained therein.

Specified Course Catalog of resources is included as an attachment to these specifications and will be used to describe the standard of quality, performance, and characteristics desired and is not intended to limit or restrict competition.

Specified Course Design Standard is shown at: <https://www.qualitymatters.org/qa-resources/rubric-standards/higher-ed-rubric>

Course models must be:

- accessible on multiple types of hardware, such as desktop computers, laptops, tablets
- mobile enabled
- designed to work with Chrome OS, Android, and iOS operating systems
- work seamlessly with multiple browsers including, Google Chrome, Mozilla Firefox 44 and above, Safari 9.0 and above, Internet Explorer 11 and above, and Microsoft Edge 38.x and above.
- in compliance with COPPA, FERPA, CIPA and GDPR regarding content and digital curricula, and
- fully ADA compliant.

Louisiana Tech University and faculty will maintain ownership of all Intellectual Property provided by Louisiana Tech University and faculty used in the delivery of courses provided by the University.

Louisiana Tech University may utilize Partner name and module descriptions in promotional avenues and in documentation. Louisiana Tech University will pass all promotional materials through Partner to ensure compliance with Partner identity and content standards.

Partner will be able to utilize Louisiana Tech University name and course descriptions in promotional avenues and in documentation. Partner will pass all promotional materials through Louisiana Tech University to ensure compliance with University identity and content standards.

Recognizing the value of the reputation and intellectual resources Louisiana Tech University and its faculty, Partner will not provide contracted content to other Universities in the State of Louisiana for the contract term.

Recognizing of the investment of Partner in development of contracted content, for the contract term, Louisiana Tech will not contract with other partners for content described in Partner's catalog of material that is a part of awarded contract.

Louisiana Tech University has identified the Graduate Course Catalogue of Discovery Education as meeting the needs of the College of Education. For the purposes of this bid and evaluation of responses Discovery Education is used to describe the standard of quality, performance, and characteristics desired and is not intended to limit or restrict competition. If bidding different than the Catalog of Discovery Education, sufficient information must be provided to compare with specified educational modules.

Louisiana Tech University shall provide no up-front or recurring costs directly to the successful vendor. Louisiana Tech University is not obligated to offer any of the courses included in the catalog of courses provided by the partner. Partner will participate with University on a percentage of net revenue after deduction of cost of instruction, student assistance, or fee waivers specific to the offered course. Attached hereto is the Louisiana Tech University Schedule of fees.

Bidders shall propose the percentage of net revenue required for participating with the University. The contract shall be awarded to the lowest percentage offered for catalog of services described herein. If the bidder is not the owner of the rights to the material, they must present documentation with the proposal that they have the rights to contract with the University for delivery of the material.

Gross Revenue is calculated by the current quarter Graduate Tuition and Fees for three hours divided by 3.

<https://www.latech.edu/administration/finance/comptroller/tuition-fees/>

Example  $\$1,163.00/3 = \$387.67$  per Credit Hour



Cost of instruction is the rate that the instructor is paid to teach the class plus current fringe benefit rate. Typical instruction cost range from \$1,600 to \$4,500 plus current cost of Fringe Benefits.

<https://www.latech.edu/documents/2019/08/2019-2020-fringe-benefit-rates.pdf/>

Current Fringe Benefit Rate is 44.59%

At the end of each Academic Quarter a reconciliation of income and cost will be prepared and provided to partner with revenue share.

EXAMPLE RECONCILIATION ASSUMING PARTNER SHARE IS 38% OF NET INCOME				
INCOME				
	Enrollment	Income	Credit Hours	Gross Income
COURSE xxx	30	\$387.67	3	\$34,890.30
COST OF INSTRUCTION				
	Salary	Fringe Rate	TOTAL	
Instructor A	\$4,200.00	45%	\$6,072.78	
LOUISIANA TECH PAYMENT TO PARTNER				
\$34,890.30	-	\$6,072.78	=	\$28,817.52
			* 0.38%	= \$10,950.66

Attached are standard State of Louisiana contract terms. The resulting contract may not contain any terms or requirements that are in conflict with these terms.

Attached are Louisiana Tech University standard Purchasing Conditions. Unless contradicted by the specific instructions described above, the bid and resulting contract shall adhere to the general conditions.

Attached are State of Louisiana Insurance Requirements. If no travel is involved, automobile coverage can be omitted.



## State of Louisiana Standard Contract Terms

### **Taxes**

Before the contract may be approved, La. R.S. 39:1624(A)(10) requires the Office of State Procurement to determine that the Contractor is current in the filing of all applicable tax returns and reports and in the payment of all taxes, interest, penalties, and fees owed to the state and collected by the Department of Revenue. The Contractor shall provide its seven-digit LDR Account Number to the State for this determination. The State's obligations are conditioned on the Contractor resolving any identified outstanding tax compliance discrepancies with the Louisiana Department of Revenue within seven (7) days of such notification. If the Contractor fails to resolve the identified outstanding tax compliance discrepancies within seven days of notification, then the using agency may proceed with alternate arrangements without notice to the Contractor and without penalty.

### **Termination for Cause**

Should the State determine that the Contractor has failed to comply with the Contract's terms, the State may terminate the Contract for cause by giving the Contractor written notice specifying the Contractor's failure. If the State determines that the failure is not correctable, then the Contract shall terminate on the date specified in such notice. If the State determines that the failure may be corrected, the State shall give a deadline for the Contractor to make the correction. If the State determines that the failure is not corrected by the deadline, then the State may give additional time for the Contractor to make the corrections or the State may notify the Contractor of the Contract termination date.

If the Contractor seeks to terminate the Contract, the Contractor shall file a complaint with the Chief Procurement Officer under La. R.S. 39:1672.2-1672.4.

### **Termination for Convenience**

State may terminate the Contract at any time without penalty by giving thirty (30) days written notice to the Contractor of such termination or negotiating with the Contractor a termination date. Contractor shall be entitled to payment for deliverables in progress, to the extent the State determines that the work is acceptable.

### **Remedies for Default**

Any claim or controversy arising out of this contract shall be resolved by the provisions of LSA - R.S. 39:1672.2 - 1672.4.

### **Governing Law**

This Contract shall be governed by and interpreted in accordance with the laws of the State of Louisiana, including but not limited to La. R.S. 39:1551-1736; rules and regulations; executive orders; standard terms and conditions, special terms and conditions, and specifications listed in the RFP(if applicable); and this Contract. Venue of any action brought, after exhaustion of administrative remedies, with regard to this Contract shall be in the Nineteenth Judicial District Court, Parish of East Baton Rouge, State of Louisiana.

**E-Verify**

Contractor acknowledges and agrees to comply with the provisions of La. R.S. 38:2212.10 and federal law pertaining to E-Verify in the performance of services under this Contract.

**Record Ownership**

In this section RECORDS refer to contracts, invoices, enrollment and other administrative information. It does not refer to Intellectual Product in the course materials or educational modules.

All records, reports, documents and other material delivered or transmitted to Contractor by State shall remain the property of State, and shall be returned by Contractor to State, at Contractor's expense, at termination or expiration of the Contract. All material related to the Contract and/or obtained or prepared by Contractor in connection with the performance of the services contracted for herein shall become the property of State, and shall be returned by Contractor to State, at Contractor's expense, at termination or expiration of the Contract.

**Contractor's Cooperation**

The Contractor has the duty to fully cooperate with the State and provide any and all requested information, documentation, etc. to the state when requested. This applies even if this Contract is terminated and/or a lawsuit is filed. Specifically, the Contractor shall not limit or impede the State's right to audit or shall not withhold State owned documents.

**Assignability**

Contractor may assign its interest in the proceeds of this Contract to a bank, trust company, or other financial institution. Within ten calendar days of the assignment, the Contractor shall provide notice of the assignment to the State and the Office of State Procurement. The State will continue to pay the Contractor and will not be obligated to direct payments to the assignee until the State has processed the assignment.

Except as stated in the preceding paragraph, Contractor shall only transfer an interest in the Contract by assignment, novation, or otherwise, with prior written consent of the State. The State's written consent of the transfer shall not diminish the State's rights or the Contractor's responsibilities and obligations.

**Right to Audit**

Any authorized agency of the State (e.g. Office of the Legislative Auditor, Inspector General's Office, etc.) and of the Federal Government has the right to inspect and review all books and records pertaining to services rendered under this contract for a period of five years from the date of final payment under the prime contract and any subcontract. The Contractor and subcontractor shall maintain such books and records for this five-year period and cooperate fully with the authorized auditing agency. Contractor and subcontractor shall comply with federal and state laws authorizing an audit of their operations as a whole, or of specific program activities.

**Fiscal Funding**

The continuation of this contract is contingent upon the appropriation of funds to fulfill the requirements of the contract by the legislature. If the legislature fails to appropriate sufficient monies to provide for the continuation of the contract, or if such appropriation is reduced by the veto of the Governor or by any means provided in the appropriations act to prevent the total appropriation for the year from exceeding revenues for that year, or for any other lawful purpose, and the effect of such reduction is to provide insufficient monies for the continuation of the contract, the contract shall terminate on the date of the beginning of the first fiscal year for which funds are not appropriated.

**Non-Discrimination**

Contractor agrees to abide by the requirements of the following as applicable and amended: Title VI of the Civil Rights Act of 1964 and Title VII of the Civil Rights Act of 1964; Equal Employment Opportunity Act of 1972; Federal Executive Order 11246; the Rehabilitation Act of 1973; the Vietnam Era Veteran's Readjustment Assistance Act of 1974; Title IX of the Education Amendments of 1972; Age Discrimination Act of 1975; Fair Housing Act of 1968; and, Americans with Disabilities Act of 1990.

Contractor agrees not to discriminate in its employment practices, and shall render services under this contract without regard to race, color, religion, sex, sexual orientation, national origin, veteran status, political affiliation, disability, or age in any matter relating to employment. Any act of discrimination committed by Contractor, or failure to comply with these statutory obligations when applicable shall be grounds for termination of this contract.

**Continuing Obligation**

Contractor has a continuing obligation to disclose any suspensions or debarment by any government entity, including but not limited to General Services Administration (GSA). Failure to disclose may constitute grounds for suspension and/or termination of the Contract and debarment from future Contracts.

**Eligibility Status**

Contractor, and each tier of Subcontractors, shall certify that it is not on the List of Parties Excluded from Federal Procurement or Nonprocurement Programs promulgated in accordance with E.O.s 12549 and 12689, "Debarment and Suspension," as set forth at 24 CFR part 24.

**Prohibition of Discriminatory Boycotts of Israel**

In accordance with R.S. 39:1602.1, for any contract for \$100,000 or more and for any contractor with five or more employees, the Contractor certifies that neither it nor its subcontractors are engaged in a boycott of Israel, and that the Contractor and any subcontractors shall, for the duration of this contract, refrain from a boycott of Israel. The State reserves the right to terminate this contract if the Contractor, or any Subcontractor, engages in a boycott of Israel during the term of this contract.



# THIS IS A REQUEST FOR A SEALED BID

## INSTRUCTIONS TO BIDDERS

1. Read the entire bid, including all terms and conditions and specifications.
2. Louisiana Tech University is not liable for any cost incurred by the bidders prior to execution of a contract and the issuance of a purchase order. Any bidder who ships or otherwise expends time or money prior to award as defined does so at the bidder's own risk.
3. All bid prices must be typed or written in ink. Any corrections, erasures or other forms of alteration to unit prices should be initialed by the bidder. If the bidder needs to submit a change, question, exception, or modification to any aspect of the bid specifications, terms, conditions, or bidder instructions, must do so in written form submitted to the Louisiana Tech University Purchasing Office prior to the bid opening date. All responses and/or addenda will be officially submitted by the Louisiana Tech University Purchasing Office 72 business hours before the bid opening date. Business hours is defined as University operating hours while the University is open. Unless received as specified above, all bid information will remain unchanged.
4. This bid is to be manually signed in ink.
5. Bid prices shall include all delivery charges paid by the vendor, F.O.B. Destination, unless otherwise provided in the solicitation. Bids requiring deposits, "payment in advance" or "C.O.D" may be rejected. Payment is to be made within 30 days after receipt of properly executed invoice or delivery, whichever is later.
6. ~~Amount of bid bond required: every bid submitted for in excess of fifty thousand dollars shall be accompanied by a bid bond guaranteed by a surety company qualified to do business in the state of Louisiana. The bid bond shall be for five percent of the official bid amount.~~
7. To assure consideration of your bid, all bids and addenda should be returned in an envelope or package clearly marked with the bid opening date and the bid number; or submitted in the special envelope, if furnished for that purpose.
8. Bids submitted are subject to provisions of the laws of the State of Louisiana including but not limited to L.R.S. 39:1551-1736; Purchasing rules and regulations; executive orders; standard terms and conditions; special conditions; and specifications listed in this solicitation.
9. Important: By signing the bid, the bidder certifies compliance with all instructions to bidders, terms conditions and specifications, and further certifies that this bid is made without collusion or fraud. This bid is to be manually signed in ink by a person authorized to bind the vendor (see no. 27). All bid information shall be in ink or typewritten.
10. Address all inquiries and correspondence to the Louisiana Tech University Office of Purchasing at the address and telephone number listed herein.
11. Bid forms: All written bids, unless otherwise provided for, must be submitted on, and in accordance with, forms provided, and properly signed (see no. 27). Bids submitted in the following manner will not be accepted:
  - A. Bid contains no signature indicating intent to be bound;
  - B. Bid sent by facsimile equipment;
  - C. Bid filled out in pencil; and
  - D. Bid not submitted on the designated bid forms.
12. Bids must be received at the address specified in the solicitation prior to bid opening time in order to be considered.
13. Standards of quality – Any product or service bid shall conform to all applicable federal, state, and local laws and regulations, and the specifications contained in the solicitation. If bidding other than the requested brand or product number (or style), enclose sufficient literature to determine compliance with specifications. Failure to comply with this request may eliminate your bid from consideration. Unless otherwise specified in the solicitation document, any manufacturer's name,

trade name, brand name, or catalog number used in the specification is for the purpose of describing the standard of quality, performance, and characteristics desired; and is not intended to limit or restrict competition. Bidder must specify the brand and model name of the product offered in the bid. Bids not specifying brand and model number shall be considered as offering the exact product specified in the solicitation. See bid document for full requirements.

14. New Products: Unless specifically called for in the solicitation documents, all products for purchase must be new, never previously used, and the current model and/or packaging. No remanufactured, demonstrator, used or irregular product will be considered for purchase unless otherwise specified in the solicitation documents. The manufacturer's standard warranty will apply unless otherwise stated in the solicitation.
15. Louisiana Tech University reserves the right to award items separately, grouped or on an all-or-none basis and to reject any or all bids and waive any informalities.
16. This agreement is non-exclusive and shall not in any way preclude Louisiana Tech University from entering into similar agreements and/or arrangements with other vendors or from acquiring similar, equal, or like goods and/or services from other entities or sources.
17. Bid opening: Bidders may attend the bid opening, but no information or opinions concerning the ultimate contract award will be given at the bid opening or during the evaluation process. Bids may be examined within 72 hours after bid opening. Information pertaining to completed files may be secured by visiting the Louisiana Tech University Purchasing Office during normal working hours. Written bid tabulations will not be furnished prior to 72 hours.
18. Prices: Unless otherwise specified by Louisiana Tech University in the solicitation, bid prices must be complete, including transportation prepaid by bidder to destination and firm for acceptance for a minimum of 30 days. If accepted, prices must be firm for the contractual period.
19. Taxes: Vendor is responsible for including all applicable taxes, fees, and tariffs in the bid price. Louisiana Tech University is exempt from all Louisiana state and local sales and use taxes. By accepting an award, resident and non-resident firms acknowledge their responsibility for the payment of all taxes duly assessed by the State of Louisiana and its political subdivisions for which they are liable, including but not limited to: franchise taxes, privilege taxes, sales taxes, use taxes, ad valorem taxes, etc.
20. Contract renewals: In the event that bid specifications include a renewal option, a term contract may be extended for two additional 12-month periods at the same prices, terms, and conditions upon mutual agreement of the State of Louisiana agency and the contractor. In such cases, the total contract term cannot exceed 36 months.
21. Contract cancellation: Louisiana Tech University has the right to cancel any contract, in accordance with purchasing rules and regulations, including but not limited to: (1) failure to deliver within the time specified in the contract; (2) failure of the product or service to meet specifications, conform to sample quality or to be delivered in good condition; (3) misrepresentation by the vendor; (4) fraud, collusion, conspiracy or other unlawful means of obtaining any contract with the University; (5) conflict of contract provisions with constitutional or statutory provisions of state or federal law; (6) any other breach of contract. Louisiana Tech University has the right to cancel any contract for convenience at any time by giving thirty (30) days written notice to the vendor. In such cases, the vendor shall be entitled to payment for complaint deliverables in progress.
22. Applicable law: All contracts shall be construed in accordance with and governed by the laws of the State of Louisiana.
23. In accordance with Executive Order Number JBE 2018-15, effective May 22, 2018, for any contract for \$100,000 or more and for any contractor with five or more employees, Contractor, or any Subcontractor, shall certify it is not engaging in a boycott of Israel, and shall, for the duration of this contract, refrain from a boycott of Israel. The State reserves the right to terminate this contract if the Contractor, or any Subcontractor, engages in a boycott of Israel during the term of the contract.

24. The bidder agrees to abide by the requirements of the following as applicable: Title VI of the Civil Rights Act of 1964 and Title VII of the Civil Rights Act of 1964, as amended by the Equal Employment Opportunity Act of 1972, Federal Executive Order 11246 as amended, the Rehabilitation Act of 1973, as amended, the Vietnam Era Veteran's Readjustment Assistance Act of 1974, Title IX of the Education Amendments of 1972, the Age Discrimination Act of 1975, the Fair Housing Act of 1968 as amended, and bidder agrees to abide by the requirements of the Americans with Disabilities Act of 1990. Bidder agrees not to discriminate in its employment practices, and will render services under this contract without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, veteran status, political affiliation, disability, or age in any matter relating to employment. Any act of discrimination committed by bidder, or failure to comply with these statutory obligations when applicable shall be grounds for termination of any contract entered into as a result of this solicitation.
25. Special accommodation: Any "qualified individual with a disability" as defined by the Americans with Disabilities Act, who has submitted a bid and desires to attend the bid opening, must notify the Louisiana Tech University Office of Purchasing in writing not later than seven days prior to the bid opening date of their need for special accommodations. If the request cannot be reasonably provided, the individual will be informed prior to the bid opening.
26. Indemnity: Contractor agrees, upon receipt of written notice of a claim or action, to defend the claim or action, or take other appropriate measure, to indemnify, and hold harmless, the state, its officers, its agents and its employees from and against all claims and actions for bodily injury, death or property damages caused by the fault of the contractor, its officers, its agents, or its employees. Contractor is obligated to indemnify only to the extent of the fault of the contractor, its officers, its agents, or its employees. However, the contractor shall have no obligation as set forth above with respect to any claim or action from bodily injury, death or property damages arising out of the fault of the state, its officers, its agents or its employees.
27. Signature authority: Attention: R.S. 39:1594(c) (4) requires evidence of authority to sign and submit bids to the State of Louisiana. You must indicate which of the following apply to the signer of this bid.

Please circle one:

- 1) The signer of this bid is either a corporate officer who is listed on the most current annual report on file with the Secretary of State or a member of a partnership or partnership in commendam as reflected in the most current partnership records on file with the Secretary of State. A copy of the annual report or partnership must be submitted to this office before contract award.
  - 2) The signer of this bid is a representative of the bidder authorized to submit this bid as evidenced by documents such as Corporate Resolution, Certification as to Corporate Principal, etc. If this applies, a copy of the resolution, certification, or other supportive documents must be attached hereto.
  - 3) The bidder has filed with the Secretary of State an affidavit or resolution or other acknowledged/authentic document indicating that the signer is authorized to submit bids for public contracts. A copy of the applicable document must be submitted to this office before contract award.
  - 4) The signer of the bid has been designated by the bidder as authorized to submit bids on the bidder's vendor registration on file with this office.
28. In accordance with the provisions of R.S. 39:2182, in awarding contracts after August 15, 2010, any public entity is authorized to reject a proposal or bid form, or not award the contract to, a business in which any individual with an ownership interest of five percent or more, has been convicted of, or has entered a plea of guilty or nolo contendere to any state felony or equivalent federal felony crime committed in the solicitation or execution of a contract or bid awarded under the laws governing public contracts under the provisions of chapter 10 of Title 38 of the Louisiana Revised Statutes of 1950; professional, personal, consulting, and social services procurement under the provisions of Chapter 16 of Title 39, or the Louisiana Procurement Code under the provisions of Chapter 17 of Title 39.
29. It is agreed that the Legislative Auditor of the State of Louisiana and/or the Office of the Governor, Division of Administration auditors shall have the option of auditing all accounts which relate to this contract.



30. The continuation of this contract is contingent upon the appropriation of funds to fulfill the requirements of the contract by the legislature. If the legislature fails to appropriate sufficient monies to provide for the continuation of the contract, or if such appropriation is reduced by the veto of the Governor or by any means provided in the Appropriations Act to prevent the total appropriation for the year from exceeding revenues for that year, or for any other lawful purpose, and the effect of such reduction is to provide insufficient monies for the continuation of the contract.
31. Whenever a public entity enters in to a contract in excess of five-thousand dollars (\$5,000) for the construction, alteration, or repair of any Public Works, the official representative of the public entity shall reduce the contract to writing and have it signed by the parties. When an emergency as provided in R.S. 38:2212(D) is deemed to exist for the construction, alteration, or repair of any Public Works and the contract for such emergency work is less than fifty-thousand dollars (\$50,000), there shall be no requirement to reduce the contract to writing (R.S. 38:2241).
32. For each contract in excess of twenty-five thousand dollars (\$25,000) per project, the public entity shall require of the contractor a bond with good, solvent, and sufficient surety in a sum of not less than fifty percent (50%) of the contract price for the payment by the contractor or subcontractor to claimants as defined in R.S. 38:2242. The bond furnished shall be a statutory bond and no modification, omissions, additions in or to the terms of the contract, in the plans or specifications, or in the manner and mode of payment shall in any manner diminish, enlarge, or otherwise modify the obligations of the bond. The bond shall be executed by the contractor with surety or sureties approved by the public entity and shall be recorded with the contract in the office of the recorder of mortgages in the parish where the work is to be done not later than thirty days after the work has begun.
33. For construction projects falling within classifications of 37:2150 the bidder must be fully qualified under any state or local licensing law for contractors in effect at the time and at the location of the work before submitting his bid. In the state of Louisiana, revised statutes 37:2150, et seq. Will be considered, if applicable. The contractor shall be responsible for determining that all of his sub-bidders or prospective subcontractors are duly licensed in accordance with law. On any bid in excess of fifty thousand dollars (\$50,000), the Contractor shall certify that he is licensed under R.S. 37:2150-2163 and show his license number on the bid. The bid envelope shall be identified on the outside with the Name of the Project, Bid Number, Bid Time, the Name of the Bidder and the License Number of the Bidder.

TO: Louisiana Veteran-Owned and Service-Connected Disabled Veteran-Owned Small Entrepreneurships

RE: Veteran Initiative – Act 167 of the 2009 Legislative Session

➤ **ARE YOU ELIGIBLE FOR PARTICIPATION?**

- Are you a veteran-owned small entrepreneurship or a service-connected disabled veteran-owned small entrepreneurship in accordance with documentation from the United States Department of Veteran Affairs or the Louisiana Department of Veteran Affairs?
- Are you a Louisiana domiciled business?
- Do you have less than fifty (50) full-time employees?
- Are your annual gross revenue receipts \$5,000,000 or less (for construction) or \$3,000,000 for (non-construction) for each of the previous three (3) tax years?

If your answers are yes, your company may be eligible for participation in the Louisiana Veteran-Owned and Service-Connected Disabled Veteran-Owned Small Entrepreneurship Program, also known as the Veteran Initiative.

➤ **WHAT IS THE VETERAN INITIATIVE?**

The Veteran Initiative, created by LRS 39:2171 through 2179 and LRS 51:931, provides additional opportunities for certified Louisiana-based small entrepreneurship to participate in contracting and procurement with the State. Key features of the programs are:

- This is a goal-oriented program
- It is race and gender neutral
- Participation is restricted to Louisiana-based certified veteran-owned and service-connected disabled veteran-owned small entrepreneurship

The rules governing the implementation of the program are located at <http://www.doa.louisiana.gov/osp/se/se.htm>.

➤ **WHY IS CERTIFICATION IMPORTANT?**

Certification is required for the participation in the Veteran Initiative. Under this program, you may be given increased opportunity to participate in Louisiana state contracts. Certain contracts may be awarded to your business without competition. And, certification is one of the methods that the State of Louisiana will utilize as a basis for benchmarking for annualized procurement and contracting goals.

➤ **WHAT AGENCY IS RESPONSIBLE FOR CERTIFICATION?**

The Louisiana Department of Economic Development (LED) is responsible for certifying Small Entrepreneurships for participation in the program. The (LED) Small Business Certification System may be accessed by <https://smallbiz.louisianaeconomicdevelopment.com/Account/Login>. For additional information regarding certification, please contact the LED at 800.450.8115 or 225.342.3000.

➤ **WHAT IS THE ROLE OF THE DEPARTMENT OF VETERANS AFFAIRS?**

The Louisiana Department of Veterans Affairs is responsible for disseminating information on this program and other veterans' benefits to Louisiana veterans. Information on this program and other veterans' benefits can be accessed at [www.vetaffairs.al.gov](http://www.vetaffairs.al.gov).

The State of Louisiana is committed to the success of this program and encourages your participation.

## **INSURANCE REQUIREMENTS FOR CONTRACTORS**

The Contractor shall purchase and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Contractor, its agents, representatives, employees or subcontractors.

### **A. MINIMUM SCOPE AND LIMITS OF INSURANCE**

#### **1. Workers Compensation**

Workers Compensation insurance shall be in compliance with the Workers Compensation law of the State of the Contractor's headquarters. Employers Liability is included with a minimum limit of \$1,000,000 per accident/per disease/per employee. If work is to be performed over water and involves maritime exposure, applicable LHWCA, Jones Act, or other maritime law coverage shall be included. A.M. Best's insurance company rating requirement may be waived for workers compensation coverage only.

#### **2. Commercial General Liability**

Commercial General Liability insurance, including Personal and Advertising Injury Liability and Products and Completed Operations, shall have a minimum limit per occurrence of \$1,000,000 and a minimum general annual aggregate of \$2,000,000. The Insurance Services Office (ISO) Commercial General Liability occurrence coverage form CG 00 01 (current form approved for use in Louisiana), or equivalent, is to be used in the policy. Claims-made form is unacceptable.

#### **3. Automobile Liability**

Automobile Liability Insurance shall have a minimum combined single limit per accident of \$1,000,000. ISO form number CA 00 01 (current form approved for use in Louisiana), or equivalent, is to be used in the policy. This insurance shall include third-party bodily injury and property damage liability for owned, hired and non-owned automobiles.

### **B. DEDUCTIBLES AND SELF-INSURED RETENTIONS**

Any deductibles or self-insured retentions must be declared to and accepted by the Agency. The Contractor shall be responsible for all deductibles and self-insured retentions.

### **C. OTHER INSURANCE PROVISIONS**

The policies are to contain, or be endorsed to contain, the following provisions:

#### **1. Commercial General Liability and Automobile Liability Coverages**

- a. The Agency, its officers, agents, employees and volunteers shall be named as an additional insured as regards negligence by the contractor. ISO Forms CG 20 10 (for ongoing work) AND CG 20 37 (for completed work) (current forms approved for use in Louisiana), or equivalents, are to be used when applicable. The coverage shall contain no special limitations on the scope of protection afforded to the Agency.
- b. The Contractor's insurance shall be primary as respects the Agency, its officers, agents, employees and volunteers for any and all losses that occur under the contract. Any insurance or self-insurance maintained by the Agency shall be excess and non-contributory of the Contractor's insurance.

#### **2. Workers Compensation and Employers Liability Coverage**

To the fullest extent allowed by law, the insurer shall agree to waive all rights of subrogation against the Agency, its officers, agents, employees and volunteers for losses arising from work performed by the Contractor for the Agency.



### 3. All Coverages

- a. All policies must be endorsed to require 30 days written notice of cancellation to the Agency. Ten-day written notice of cancellation is acceptable for non-payment of premium. Notifications shall comply with the standard cancellation provisions in the Contractor's policy. In addition, Contractor is required to notify Agency of policy cancellations or reductions in limits.
- b. The acceptance of the completed work, payment, failure of the Agency to require proof of compliance, or Agency's acceptance of a non-compliant certificate of insurance shall not release the Contractor from the obligations of the insurance requirements or indemnification agreement.
- c. The insurance companies issuing the policies shall have no recourse against the Agency for payment of premiums or for assessments under any form of the policies.
- d. Any failure of the Contractor to comply with reporting provisions of the policy shall not affect coverage provided to the Agency, its officers, agents, employees and volunteers.

### **D. ACCEPTABILITY OF INSURERS**

1. All required insurance shall be provided by a company or companies lawfully authorized to do business in the jurisdiction in which the Project is located. Insurance shall be placed with insurers with an A.M. Best's rating of **A-:VI or higher**. This rating requirement may be waived for workers compensation coverage only.
2. If at any time an insurer issuing any such policy does not meet the minimum A.M. Best rating, the Contractor shall obtain a policy with an insurer that meets the A.M. Best rating and shall submit another Certificate of Insurance within 30 days.

### **E. VERIFICATION OF COVERAGE**

1. Contractor shall furnish the Agency with Certificates of Insurance reflecting proof of required coverage. The Certificates for each insurance policy are to be signed by a person authorized by that insurer to bind coverage on its behalf. The Certificates are to be received and approved by the Agency before work commences and upon any contract renewal or insurance policy renewal thereafter.
2. The Certificate Holder Shall be listed as follows:

State of Louisiana

Agency Name, Its Officers, Agents, Employees and Volunteers

Address, City, State, Zip

3. In addition to the Certificates, Contractor shall submit the declarations page and the cancellation provision for each insurance policy. The Agency reserves the right to request complete certified copies of all required insurance policies at any time.
4. Upon failure of the Contractor to furnish, deliver and maintain required insurance, this contract, at the election of the Agency, may be suspended, discontinued or terminated. Failure of the Contractor to purchase and/or maintain any required insurance shall not relieve the Contractor from any liability or indemnification under the contract.

### **F. SUBCONTRACTORS**

Contractor shall include all subcontractors as insureds under its policies OR shall be responsible for verifying and maintaining the Certificates provided by each subcontractor. Subcontractors shall be

subject to all of the requirements stated herein. The Agency reserves the right to request copies of subcontractor's Certificates at any time.

**G. WORKERS COMPENSATION INDEMNITY**

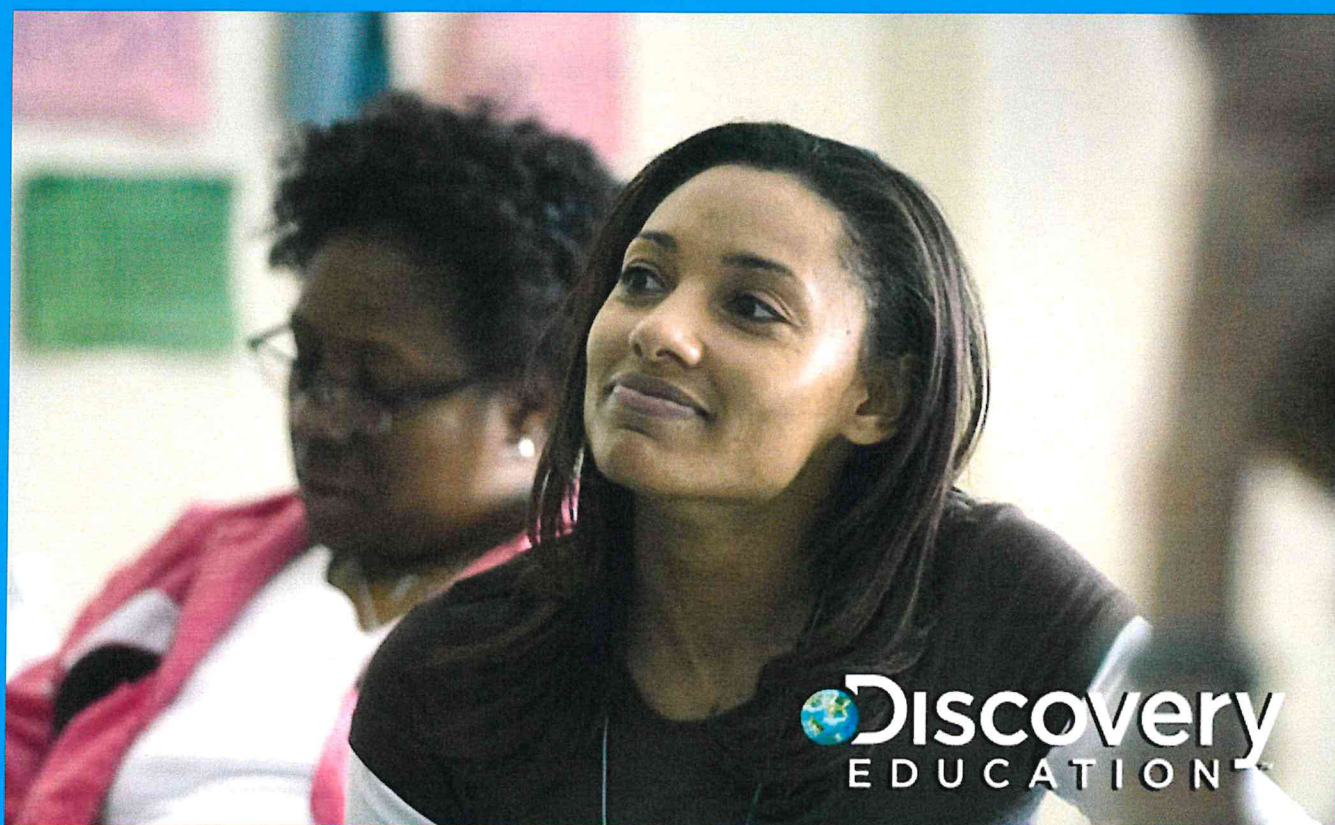
In the event Contractor is not required to provide or elects not to provide workers compensation coverage, the parties hereby agree that Contractor, its owners, agents and employees will have no cause of action against, and will not assert a claim against, the State of Louisiana, its departments, agencies, agents and employees as an employer, whether pursuant to the Louisiana Workers Compensation Act or otherwise, under any circumstance. The parties also hereby agree that the State of Louisiana, its departments, agencies, agents and employees shall in no circumstance be, or considered as, the employer or statutory employer of Contractor, its owners, agents and employees. The parties further agree that Contractor is a wholly independent contractor and is exclusively responsible for its employees, owners, and agents. Contractor hereby agrees to protect, defend, indemnify and hold the State of Louisiana, its departments, agencies, agents and employees harmless from any such assertion or claim that may arise from the performance of this contract.

**H. INDEMNIFICATION/HOLD HARMLESS AGREEMENT**

1. Contractor agrees to protect, defend, indemnify, save, and hold harmless, the State of Louisiana, all State Departments, Agencies, Boards and Commissions, its officers, agents, servants, employees, and volunteers, from and against any and all claims, damages, expenses, and liability arising out of injury or death to any person or the damage, loss or destruction of any property which may occur, or in any way grow out of, any act or omission of Contractor, its agents, servants, and employees, or any and all costs, expenses and/or attorney fees incurred by Contractor as a result of any claims, demands, suits or causes of action, except those claims, demands, suits, or causes of action arising out of the negligence of the State of Louisiana, all State Departments, Agencies, Boards, Commissions, its officers, agents, servants, employees and volunteers.
2. Contractor agrees to investigate, handle, respond to, provide defense for and defend any such claims, demands, suits, or causes of action at its sole expense and agrees to bear all other costs and expenses related thereto, even if the claims, demands, suits, or causes of action are groundless, false or fraudulent. The State of Louisiana may, but is not required to, consult with the Contractor in the defense of claims, but this shall not affect the Contractor's responsibility for the handling of and expenses for all claims.

# GRADUATE COURSE CATALOGUE

Fall 2020



Note: All courses are equivalent of 3 graduate credits



## LIST OF COURSES

		Code
1	Reimagining Learning with Digital Content	DE-500
2	Digital Video Development for Learning and Teaching	DE-501
3	Teaching with Digital Content	DE-502
4	School Leadership in the Digital Age	DE-503
5	Media-based Story Telling	DE-504
6	Examining the Effectiveness of Technology Integration through Action Research	DE-505
7	Identifying and Applying Technologies to Support Creativity in the Classroom	DE-506
8	The Global Context of Technology and Education	DE-507
9	Cognitive Theory and Technology Integration	DE-508
10	Understanding the Internet – Policies and Practices in Education	DE-509
11	Empowering Students for a Technology-Rich Future	DE-510
12	Defining and Applying Digital Literacy in the Classroom	DE-511
13	Enriching Learning Through Curated Digital and Video Content	DE-512
14	Technology Integration Coaching	DE-513
15	Robotics in K-12 Education	DE-514
16	Coding in K-12 Classrooms	DE-515
17	VR and AR/QR in the Classroom	DE-516
18	Artificial Intelligence and Machine Learning	DE-517
19	Computational Thinking in Education	DE-518
20	3D Maker Spaces in Schools	DE-519
21	Digital Teaching in the Online Environment	DE-520
22	Leveraging Technology for Assessment of Student Learning	DE-521
23	Designing Remote Learning	DE-522
24	Inquiry-Based Learning	DEW-550
25	Mobile Devices for Teaching and Learning	DEW-551
26	Differentiation Supported by Technology	DEW-552
27	Practices and Implementation of STEM Education	DEW-553
28	Instructional Strategies for Using Digital Content	DEW-554
29	Project-Based Teaching and Learning	DEW-555
30	Creating a STEM Culture Through Application	DEW-556

## Reimagining Learning with Digital Content (DE-500)

Educators today have nearly limitless opportunities to select and apply technology in ways that connect with the interests of their students and achieve their learning goals. In this course, educators will learn practical and immersive ways to purposefully integrate digital content, not for the sake of using technology, but in meaningful ways that enhance research-based instructional strategies. Participants will experience, reflect on, and apply opportunities to leverage digitally-rich instruction to meet the needs of all learners.

## Digital Video Development for Learning and Teaching (DE-501)

With advances in mobile and other digital technologies, it has become commonplace for individuals to capture edit and post video. With the YouTube, SnapChat and Instagram generation, the global internet community has created a boundless repository of visual elements. This course will focus on the basic skills needed to capture, edit and publish quality video segments that can be used to enhance the educational experience. The course will also examine the best ways to curate new and existing visual elements.

## Teaching with Digital Content (DE-502)

Students will examine various forms of digital content and strategies to align the content with standards, goals and teaching objectives. Students will develop search skills to identify and validate quality digital resources. Participants will categorize digital content by identifying and tagging resources that are appropriate for various teaching strategies (i.e. whole group, individual or small group) as well as student learning abilities (i.e. ready-to-learn, advanced, remedial). Participants will also explore the most effective ways to distribute digital content to students and parents to support learning in and out of school.

## School Leadership in the Digital Age (DE-503)

Successful implementation of any initiative in schools is contingent on support from leadership, whether it be administrators or teacher leaders. This course will focus on the characteristics of good leadership and how they may be applied in successful technology integration strategies. Concepts will be explored around creating an environment of equity through digital access, being a champion for personalized learning, and building a collaborative ecosystem of support.





## Media-based Story Telling (DE-504)

This course is designed to share “how-to” knowledge in digital content creation using a wide range of multimedia design tools. The course also focuses on how teachers can model the use of these tools with students in their classrooms. The concept of planning, producing and evaluating digital stories will be explored and teachers will learn to utilize digital storytelling as an effective strategy to promote student creativity and academic performance.

## Examining the Effectiveness of Technology Integration through Action Research (DE-505)

Action research is a process by which practitioners examine specific elements of their practice and determine its effectiveness and whether changes are suggested for improved outcomes. This course will focus on techniques used to examine and reflect on actions taken by teachers to prompt learning. Participants will learn to identify problems, conduct an investigation, reflect on the findings and adjust their practice appropriately.

## Identifying and Applying Technologies to Support Creativity in the Classroom (DE-506)

Students will examine the concept of creativity through the review of research on the perspectives of cognitive theory targeted at higher levels of thinking. Students will also investigate how creativity can be taught through overt strategies. Students will then analyze how new and emerging technologies have supported the development of teaching strategies that promote creativity. Participants will review various instances where problem-solving approaches and the design process have been utilized to engage students and promote creativity. Students will use information gained through the review and analysis process as the basis for designing innovative digital learning environments to engage students and support creativity.

## The Global Context of Technology and Education (DE-507)

As technology continues to evolve, its impact on global interconnectedness is more evident. This course will examine how technology is impacting this interconnectedness from various aspects and will explore the current and future impact on education. Participants will study various futurist descriptions and extrapolate a plan for how education must adapt and redefine itself to accommodate the needs of students to succeed in the global landscape. The course also delves into how teacher leaders can help to shape the future by preparing for the coming shift in educational practice.



## Cognitive Theory and Instructional Technology (DE-508)

The course of education is forever changed by two revolutions over the past 30 years. The introduction of instructional technology systems is a change we all know and see. The explosion of knowledge of how we think and how children learn is a change that's been under the radar of most educators. Taken together, they will benefit students more than other school issues demanding our attention. This course is suitable for all levels and subjects by giving you, the teacher, examples, and frameworks so you can decide how to use technology tools that will most help your students grow. You'll understand best ways to use simulations, robotics, personalized learning, mobile apps, coding, and more to deepen engagement and provide formative evaluation ... and have fun along the way.

## Understanding the Internet – Policies and Practices in Education (DE 509)

The Internet has changed all of our lives. It holds tremendous value for educators but also poses threats that educators must understand. This course will examine the history of the Internet and its impact on education. Participants will determine strategies to validate content and understand sources and linkages to fraudulent materials and share ideas on how to impart this knowledge to their students. The course will also address policies and procedures that schools should adopt to provide a rich, yet secure learning environment. Lastly, participants will examine trends and predictions for the continued evolution of the Internet and resources and how these may impact education.

## Empowering Students for a Technology-Rich Future (DE-510)

It's exciting to think about what the future will hold! Certainly, it will be rich with technology, and our students will be living in a world that changes even more rapidly than it has in the past. This course addresses digital-age skills, such as computational thinking, critical thinking and problem-solving, communication and global collaboration, and creativity and innovation, that are necessary for future-ready learners. In this project-based course, participants will investigate aspects of modern learners while designing learning experiences with an array of emerging digital tools.

## Defining and Applying Digital Literacy in the Classroom (DE-511)

Digital literacy has been used in many contexts and has a very broad meaning. In this course, the term refers to the ability to seek out and use digital content, create and share original digital content, and evaluate digital content for authenticity and value. These are all essential skills for students to possess as they enter a technology-rich future. Participants will examine these areas and learn how to promote these skills with the respective students.





## Enriching Learning Through Curated Digital and Video Content (DE-512)

The internet is replete with digital video content. In this course, participants will learn how to find and curate valuable, high-quality video content that can be used in various teaching formats in a classroom. Participants will also learn how to acquire and manipulate video to meet the needs of their intended outcomes and align with student needs. Participants will develop strategies to have students find and use appropriate video content in projects and authentic assessments.

## Technology Integration Coaching (DE-513)

By definition, instructional coaches work collaboratively with peer teachers to improve teaching. Educational technology coaches work toward attaining the same outcome but focus on the appropriate and effective uses of various educational technologies. Coaches work with teachers to identify a baseline of behaviors, set meaningful goals for technology integration based on resources and student needs, assist teachers in developing technology literacy, aid teachers in effectively integrating various technologies into their daily teaching and provide ongoing supports for successful educational technology use. This course will investigate the basic tenants of instructional coaching and then delve into strategies to help teachers attain digital literacy and effective application of technology to enrich content through evidence-based practices.

## Robotics in K-12 Education (DE-514)

Since the early theorists in cognitive science pointed out the importance of having students actively construct knowledge through their own experiences, educators have been seeking ways to create constructivist learning environments. This, coupled with the recent emphasis on STEM education, has opened the door for learning environments that focus on robotics. A robotics curriculum can aid in preparing students for success in the emerging economy and are highly effective in developing collaboration and teamwork as well as self-confidence through a sense of accomplishment. This course will focus on the history of constructivism and STEM education, tools that can be used to build a robotics curriculum and effective teaching and evaluation strategies selected to deliver the curriculum.



## Coding in K-12 Classrooms (DE-515)

No matter what their goals may be, students who learn to code will have valuable skills that will influence their futures. Learning code can be a key to preparing students for the future of work. Not only because students know how to code, but because of the ancillary skills they can develop which are equally important and empowering.

In this course, teachers will collaborate and practice with peers as they complete projects using grade-appropriate text and block-based coding languages and resources, such as Python, Java, Scratch, and more. By practicing and working with peers, teachers will learn how to help learners develop and refine problem-solving and critical thinking skills that require collaboration, creativity, and communication while practicing persistence.

## VR and AR/QR in the Classroom (DE-516)

Educators are attracted to demos of virtual reality (VR) and augmented reality (AR) that show great promise for learners. This course shows how to integrate these technologies into your classroom and school (and how not to). Using simple hardware like your smartphone, you will experience powerful learning activities. But more than that, you will create VR and AR experiences you can use with your students. You will be guided through a variety of ways to experience and create immersive 3D VR experiences. You will augment your classroom reality to bring photos, art, and posters to life; there's a way to use QR codes to make this practical for even the youngest learners.

## Artificial Intelligence and Machine Learning(DE-517)

In this hands-on course, you'll about artificial intelligence (AI) and machine learning (ML), why it's so important, and how to teach it to 1st through 12th graders. From primary students exploring the search, voice, and image capabilities of home and classroom digital devices to tools and techniques of data analysis for older kids, we can also learn the limits of these technologies.

But why just learn about AI and ML when your students can study these technologies with hands-on activities? Middle and high school students can use professional tools to first run, then modify, and finally code their own AI and ML projects. This is a fast-moving field that's already changing financial, medical, and military fields. Learn the likely impacts on education. Educators and students can't afford to be left behind. All materials and activities are freely available for classroom use and run on common classroom technology.





## Computational Thinking in Education (DE-518)

This course gives you and your students a mental toolkit for future success. Computational Thinking (CT) can help your students understand and embrace our increasingly technological world. CT certainly includes thinking with numbers and thinking in step-by-step procedures like a computer or a programmer. But it extends much further to develop a mental toolkit for future complex issues from robotic vision and autonomous cars to probabilities, from economics to climate. The course introduces real-world examples and techniques for both conscious and subconscious computational thinking that combine intuitive and disciplined thought. Learn to think differently in any subject and any grade, for students and their teachers.

## 3D Maker Spaces in Schools (DE-519)

3D printing, laser-cutting, and other tools and techniques are transforming how products are imagined, designed, produced and serviced. These subtractive and additive technologies help users to make any digital creation real as amazing printers fabricate objects in three dimensions. In this course, educators will gain the knowledge and confidence needed to architect and implement innovative uses of 3D printing and Maker Spaces in school and classroom settings. In so doing, educators will position students as creators and inventors who can collaborate, communicate and solve problems critically through rapid prototyping and iterative thinking.

## Digital Teaching in the Online Environment (DE-520)

Digital Teaching in the Online Environment offers a toolbox of strategies that novice and veteran teachers can implement right away in their online classrooms. Engaging learners and diversifying instruction, promoting digital citizenship, creating effective, purposeful assessments, and how to effectively build online communities are among the primary themes in this course. Learners can expect to gain an improved comfort level and ability in effective online teaching designed to promote student achievement and position learners for success.

## Leveraging Technology for Assessment of Student Learning (DE 521)

Assessment is a critical component in the teaching and learning process. When used effectively, data can be used to improve instruction and it can inform planning that is designed to meet the needs of all learners. This course will examine assessment from both a formative and summative perspective. It will identify effective processes and purposes for using assessment. As each area of assessment is explored, you will examine associated technology tools that can be used to support and enhance classroom assessment.

## Designing Remote Learning (DE 522)

Designing Remote Learning is designed for novice and veteran educators to create or improve the online learning experiences for their students. This course includes strategies that address crafting clear course expectations, designing measurable outcomes and assessments, ensuring that the entire course meets accessibility and usability standards, and leveraging appropriate technology. Participants will emerge with the skills to facilitate a new or improved learning experience appropriate for their grade level, content area(s), and student demographic.

## Inquiry-Based Learning (DEW-550)

Inquiry-based instruction is a powerful way for students to learn through active engagement with their environment. Teachers who engage in this form of instruction orchestrate a learning environment that allows students to develop a deep understanding and enriched knowledge about selected topics. Inquiry should be one of the methodologies that teachers employ in meeting the challenges of today's academic expectations. We live in an era of rapidly expanding knowledge, which highlights the need for students to be lifelong learners. Inquiry skills support students' abilities to question and methodically investigate a wide range of subject matter. This course will explore inquiry as a teaching technique, utilizing technology to support the various stages of the process.

## Mobile Devices for Teaching and Learning (DEW-551)

This course will highlight significant ways that mobile devices can help to enhance and extend classroom learning. It will also address the unique challenges that schools face when adopting students' own devices as a learning tool or when implementing a 1:1 project. Research and practical K-12 examples will be provided to support and address the many nuances of using mobile devices in the classroom.

## Differentiation Supported by Technology (DEW-552)

This course will provide educators with techniques for using technology to help create a stimulating, effective classroom for all students including English language learners, special education students and students with a variety of learning styles. Specific challenges and processes for managing a differentiated instructional setting with accommodations for alternative teaching, learning, and assessment will be discussed and researched. Students will explore the use of various technological tools to differentiate assessment of students' understanding and learning by using various assessment strategies such as instructional rubrics, student reflections, and portfolios. Using technology to manage ongoing assessment for diverse learners will be explored.





## Practices and Implementation of STEM Education (DEW-553)

This course examines the need for STEM education, framing the development of a personal, applicable definition in practice. Special emphasis on instructional practices, student outcomes (communication, creativity, collaboration and critical thinking) and connections to content standards will be made. Students will create and evaluate STEM activities, lessons, and assessments as they develop an understanding of STEM implementation.

## Instructional Strategies for Using Digital Content (DEW-554)

This course is designed to help educators effectively integrate digital resources within their core academic content. Through weekly activities and discussions, educators will learn practical ways to use digital content along with research-based instructional strategies to support students' learning outcomes. As a culminating project, participants author and reflect upon an original instructional strategy that they present to their colleagues.

## Project-Based Teaching and Learning (DEW 555)

This course will demonstrate to educators the benefits of project-based learning in the instructional environment. Strategies to transform learning into a more active, student-driven experience using technology tools for collaboration and connection to the world outside the traditional classroom will be explored.

## Creating a STEM Culture through Application (DEW-556)

This course establishes the importance of developing a STEM culture through the design, application, and evaluation of relevant, student-centered units embedded with community and career connections. A transdisciplinary approach to integrating STEM practices will be explored.

